

IDAHO LIQUEFIED PETROLEUM GAS SAFETY BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 6/13/2018

BOARD MEMBERS PRESENT: Jay T Hill - Chair
Ben Estes
Larry L Simms

BOARD MEMBERS ABSENT: Richard B Davies

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Lori Peel, Investigative Unit Manager
John Kersey, Chief Investigator
Roger Hales, Legal Counsel
Mary Miles, Technical Records Specialist II

The meeting was called to order at 9:00 AM MDT by Jay T Hill.

APPROVAL OF MINUTES

Mr. Simms made a motion to approve the minutes of 4/11/2018. It was seconded by Mr. Hill. Mr. Estes recused himself from discussion and voting. Motion carried.

Mr. Estes made a motion to approve the minutes of 5/25/2018. It was seconded by Mr. Hill. Mr. Simms recused himself from discussion and voting. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadline to submit legislative ideas to the Governor's Office is July 17, 2018 and the deadline to submit proposed law and rule changes to the Governor's Office is August 17, 2018 for the 2019 Legislative Session.

LICENSING AND CERTIFICATION LAWS INTERIM COMMITTEE

Ms. Cory said that an interim committee has been established to study occupational licensing. The Occupational Licensing and Certification Law Interim Committee will meet over the summer.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$162,814.83 as of 5/31/2018.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Simms made a motion to approve the Bureau's recommendation and authorize closure with a warning letter in case I-LPG-2018-10. It was seconded by Mr. Estes. Motion carried.

INSPECTION FORM REVIEW

Mr. Kersey presented to the Board members the current inspection forms for clarification regarding the fire extinguisher and accumulated combustible materials. The Board gave Mr. Kersey direction on how to proceed.

Mr. Kersey presented to the Board members information regarding the Division of Building Safety's code 514.11 Circuit Disconnects. Mr. Estes made a motion directing Mr. Kersey to contact DBS for clarification and update the Board at the next meeting. It was seconded by Mr. Simms. Motion carried.

Discussion was held on when an existing facility would be required to meet current NFPA requirements. The Board agrees that significant changes require the facility to comply with current code. Mr. Hill will contact NFPA 58 and ask for clarification regarding barriers.

TO DO LIST

The Board reviewed the To Do List and no action was taken.

FACILITY APPLICATION FORM REVIEW

The Board reviewed the instruction page of the facility application and determined changes were not necessary. Mr. Estes suggested to the Board that bulk facilities that also have dispensers may also need to be licensed. The Board will discuss at its next meeting on July 11, 2018.

NEXT MEETING DATES

July 11, 2018, conference call at 9:00 AM.

August 15, 2018, conference call at 9:00 AM.

September 19, 2018, conference call at 9:00 AM.

October 17, 2018, conference call at 9:00 AM.

EXECUTIVE SESSION

Mr. Simms made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Estes. The vote was: Mr. Simms, aye; Mr. Estes, aye; and Mr. Hill, aye. Motion carried.

Mr. Simms made a motion to come out of executive session. It was seconded by Mr. Estes. The vote was: Mr. Simms, aye; Mr. Estes, aye; and Mr. Hill, aye. Motion carried.

APPLICATIONS

Mr. Simms made a motion to hold pending application 901158657 for additional information and for the Board Chair to review when new photos have been received.

ADJOURNMENT

Mr. Simms made a motion to adjourn the meeting at 9:50 AM MDT. It was seconded by Mr. Estes. Motion carried.

Jay T Hill, Chair

Richard B Davies

Ben Estes

Larry L Simms

Tana Cory, Bureau Chief